

Compliance Monitoring

Francene Hill

Compliance Monitoring

HOME (Federal \$)

HIF (County \$)

Regulatory Agreement

- Affordability Period & Terms
- # HOME or Restricted Units
- Income - % AMI
- Rent limits

Utility Allowance

Financial Review



Annual Affordability Report



- Only Restricted Units
- Due Annually
- Project Info
- Housing Type
- # of Bedrooms
- Tenant Paid Rent
- Tenant Paid Utilities
- Tenant Subsidy
- Household Size
- Household Income

On-Site File Inspection

HOME Projects

- Based on Total Units
- 1 – 4 Total Units = Every 3 years
- 5 – 25 Total Units = Every 2 years
- 26+ Total Units = Annually

HIF Projects

- Based on Project

On-Site File Inspection

Review Source Documentation

Tenant File Review

- Unit, Lease, Rent, Income
- Annual Recertification
- Comparison to Affordability Report

Project Requirements

- Written Selection Policy
- Affirmative Marketing Plan
- Waiting List
- Fair Housing
- Rent Adjustments



On-Site File Inspection



Financial Review

- Annual Budgets
- Financial Audit
- Loan Payments

Exit Interview

- Review concerns/findings
- Discuss overall project

Handouts on DHCA Website

- HOME Compliance CheatSheet
- HIF Compliance CheatSheet
- Current Rent and Income Limits
- Current Utility Charts
- Tenant Recertification Package

Questions?

